



## STATE TAX COMMISSION OF MISSOURI

P.O. BOX 146

JEFFERSON CITY, MO 65102-0146

email: [OriginalAssessment@stc.mo.gov](mailto:OriginalAssessment@stc.mo.gov)

[www.stc.mo.gov](http://www.stc.mo.gov)

(573) 751-2414; (573) 751-1341 (f)

### Instructions – Aggregate Statement of Taxable Property

#### ***PRIVATE CAR COMPANIES***

The Missouri State Tax Commission (Commission) is responsible for the valuation and assessment of the distributable commercial real and personal property of Centrally Assessed Railroad and Utility Companies (CARUC), the distributable personal property of Commercial Aircraft Owned by Airlines (CAOBA), and Private Car Companies, and the personal property of Commercial Aircraft Owned by Others (CAOBO) in Missouri.

For these state assessed entities, the Aggregate Statement of Taxable Property and the related schedules are used by the Commission to determine the fair market value of the property as of January 1 of the current year.

***Reporting Requirements:*** The president or any authorized officer of these entities that operate within the State of Missouri shall furnish the Commission a statement, duly subscribed and sworn to by the president or authorized officer before a sworn officer authorized to administer oaths. The total amount of property owned, used, leased or under the charge, care or management of the taxpayer of the first day of January in the current year must be reported.

The Aggregate Statement of Taxable Property, Form 50 and associated schedules, may be submitted by email to [OriginalAssessment@stc.mo.gov](mailto:OriginalAssessment@stc.mo.gov) to facilitate processing, or may be sent by mail or fax.

If any Private Car company fails to make these reports as required within the time prescribed and has not received a written extension of time, the Commission shall increase, by four percent, the assessed value of the distributable property.

For new filers, the required Aggregate Statement of Taxable Property, Form 50 and associated schedules, and their instructions are available online on the “Railroad and Utilities” section on the Commission website, [www.stc.mo.gov](http://www.stc.mo.gov), by selecting the appropriate industry link and then navigating to the document(s) needed. A new account number will be assigned to new filers after the Commission receives all the required documents.

## REQUIRED DOCUMENTS

- **Form 50 – Aggregate Statement of Taxable Property**

The Form 50 cover sheet must be completed with company contact data as follows:

Company Information: The company name listed shall be the exact legal name of the respondent and the address shall be of the company headquarters. The contact and title shall be the authorized officer responsible for the filing. The phone, fax, and address information should be provided to facilitate communications on issues related to the filing.

**Requirement for the Form 50: An email address MUST be provided.**

**All filers are required to designate an email address for correspondence. The Commission will use this email address for sending official documents, including “Certification of Value” to the company or its agent. It is the company’s responsibility to notify the Commission throughout the year of a change in the email address.**

Notification Information: If mailings should be directed to a responsible party other than the authorized officer, e.g., tax department manager or agent, etc., alternative contact information must be provided in the Notification Information block.

Billing Information: If billing should be directed to another responsible party other than the individual listed in the Company block or Notification block, the billing contact information must be provided in the Billing Information block.

- **Schedule 1 – Company Organization – General Information**

Schedule 1 Company Organization General Information Section D must be completed with a notarized signature by an authorized officer.

- **Schedule 3PC – Private Car Total Mileage by Railroad**

This schedule lists the breakout of mileage by each Railroad company and private car marks.

1. List the mileage traveled in Missouri by Railroad company.
2. List the private car marks utilized. If a mark is shared by multiple private car companies, provide an explanation and allocation percentage (%) to each and indicate how the mileage reported for the shared mark may be correlated to the Railroad company's mileage report.

- **Schedule 20PC – Private Car Inventory**

This schedule lists the inventory and associated information.

1. Applicable tax year
2. Exact legal name of the Private Car company
3. Account number
4. Year acquired
5. Number of cars acquired
6. Total cost for the cars acquired. [Leased cars must be reported at the original cost of the cars as if the cars were purchased outright. This information can be obtained from the car leasing company.]

- **Optional Schedule: Schedule 22 – Private Car Credit Summary**

This schedule lists both the service providers and eligible expenses needed to apply for a tax credit.

For all taxable years beginning on or after January 1, 2009, a Private Car company shall, subject to appropriation, be allowed a tax credit against the tax levied under Section 137.1018 RSMo.

The credit amount may only be for eligible expenses incurred in Missouri for the previous calendar year to the tax year the credit is claimed. The amount of the tax credit issued shall not exceed the company's liability for the tax year for which the credit is claimed and may be prorated according to the appropriation.

### **Service Provider Section**

For each Service Provider that performed work for which the tax credit is claimed, assign a REFERENCE ID to be listed as a cross reference on the Eligible Expenses Section and list the following information:

1. Exact legal name of the enterprise [Service Provider] that completed the work
2. Service Provider's physical address [Street, City, and Zip Code]
3. Service Provider's county address [County Name]
4. Service Provider's contact name [The individual should be familiar with the work performed.]

### **Eligible Expenses Section**

For each eligible expense list the following information:

1. Expense Type: Categorize the expense as one of the following:
  - Manufacture (Mfg)
  - Maintenance (Mnt)
  - Improvement (Imp)
2. Car Mark
3. Car ID: Identify the car's identifying number or range of identifying numbers
4. Identify the appropriate REFERENCE ID from the **Service Provider Section**
5. Number of Cars
6. Eligible Expenses Incurred

**The Private Car Aggregate Statement of Taxable Property, Form 50 and associated schedules, and the Tax Credit Schedule Must Be Sent By May 1.**

The tax rate for Private Car companies will be available online after October 1 on the “Private Car Tax Rate” link on the “Railroad and Utilities” Section on the Commission’s website, [www.stc.mo.gov](http://www.stc.mo.gov).

For inquiries or assistance: contact the Commission’s Original Assessment Section at 573-751-2414, or send an email to [OriginalAssessment@stc.mo.gov](mailto:OriginalAssessment@stc.mo.gov).